I. Call to Order
President Kevin Ryan called the meeting to order at 1:00 p.m.

II. Roll Call
Members Present: Diane Amelotte, Mohammed Araeipour, Phyllis Arias, Rudy Besikof, Christopher Chinn, Cathy Crane, Dennis Di Giovanni, John Downey, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Kenna Hillman, Ella Hunter, Rigo Ibarra, Chris Jacobs, Tom Killian, Peter Knapp, Pamela Knights, Matt Lawrence, David Morse, Kris Mudunuri, Adrian Novotny, Yolanda Padilla, Kevin Ryan, Winford Sartin, Ramchandran Sethuraman, Sigrid Sexton, Wil Shaw, Janice Tomson, Christiane Woerner, Lark Zunich

Guests: Dennis Miller, Cindy Munoz

Members Absent: Lee Douglas, Michael Hubbard, Natalia Schroeder, Lynn Shaw, Dana Van Sinden, Joan Zuckerman

III. Approval of Minutes
The minutes from March 19, 2010 were approved.

IV. Approval of Agenda
The agenda was approved.

V. Public Comments
No public comments.

VI. Faculty Comments
No faculty comments.

VII. Reports and Announcements
A. President’s Report – Kevin Ryan
1. Academic Senate Executive Committee
Elections for the Academic Senate Executive Committee will be held at the May 14 meeting. Senators were encouraged to consider running for a position.

2. Committee on Committee Memberships Chair
The two-year term for the Committee on Committee Memberships Chair concludes at the end of the semester. Joan Zuckerman was thanked for her service. Christiane Woerner has agreed to chair the committee.
3. **Administrative Regulations 4005**
   The taskforce to review Administrative Regulations 4005 on Curriculum and Instruction has met several times this semester to consider many proposed changes. More discussion is needed before a recommendation can be made. The regulations will be tabled until next semester.

4. **Process for Changes in Departments**
   Currently no process exists for the creation, discontinuance, or merger, of departments. A process will be created and included in the college's administrative regulations.

5. **Academic Council**
   **POG**
   The Academic Council is discussing the creation of POG, Process Oversight Group. It would be a permanent shared governance group.

   **SLO Officers**
   The Academic Council has ratified SLO Officers. Assessment data will be input to courses in TracDat and assessment plans will be coordinated by SLO Officers, who will be in charge of one or more departments. Faculty interested in a position may contact Kevin Ryan.

6. **Board of Trustees**
   The Senate looks forward to working with reelected Board of Trustees members Mark Bowen, Tom Clark, and Jeffrey Kellogg.

7. **ASCCC**
   **Plenary Session**
   Kevin Ryan attended the Academic Senate for California Community Colleges Spring 2010 Plenary Session from April 15 to 17. Numerous resolutions were considered. Senators were encouraged to attend the Fall 2010 Plenary Session to be held in Anaheim.

   **Area D Meeting**
   The ASCCC conducts area meetings prior to each Plenary Session to discuss upcoming resolutions. Kevin Ryan offered to host the Area D meeting prior to the Fall 2010 Plenary Session at LBCC.

8. **David Morse Elected ASCCC Southern Representative**
   The Academic Senate congratulated David Morse who was elected as a Southern Representative of the ASCCC. His service will be a valuable benefit for our faculty and college.

9. **Legislative Liaison Report - David Morse**
   **Plenary Session**
   David Morse reported that numerous resolutions were considered at the ASCCC Spring 2010 Plenary Session. Important issues included the creation of a transfer degree, the question of whether to allow equivalency to an associate's degree, and a possible vote of no confidence in ACCJC.

   Several breakout sessions were conducted. David Morse led sessions on transfer degrees, a toolkit for senate presidents, and student involvement in civic engagements.
Legislation

AB 2542, *Accelerating Student Success College Initiative of 2010*, which proposed a change in our funding system from being based on enrollment to being based on completion, did not make it out of the assembly. ASCCC President Jane Patton and the leaders of the faculty unions and FACCC spoke against it.

SB 1440, which deals with the creation of a transfer degree, received support from all quarters. ASCCC support was tempered by a request for certain amendments.

B. Assistant President's Report – John Downey
An Academic Senate appointment was made to a Faculty Tenure Evaluation Committee. Elections are being conducted for the Academic Senate. Five department head elections have been completed.

C. Secretary/Treasurer's Report – Shauna Hagemann
Shauna Hagemann thanked Cathy Crane, Diane Amelotte, Lark Zunich, and Pamela Knights for providing refreshments at the meeting.

The Senate has a balance of $950 in its treasury.

D. Curriculum Committee – Cathy Crane
All 276 routine course reviews scheduled for 2009/2010 have been submitted by the November 30, 2009 deadline—257 courses have completed the entire review process. The 2010/2011 routine course review list is posted online. This will begin a new six-year cycle for the college. November 30, 2010 is the submission deadline. Inactivations may be submitted to Academic Services.

E. Faculty Professional Development – Lynn Shaw
No report.

F. Equivalency Committee Report – Kristin Hartford
No report.

G. Associate Faculty Representative – Ella Hunter
Ella Hunter distributed the Academic Senate President’s letter to the Press Telegram regarding the proposed cancellation of summer school. Part-time faculty agreed with the Senate that summer school should not be canceled.

H. Grants Advisory Committee
No report.

I. Student Record Processes Committee – Nigel Hancock
Testing of the new version of PeopleSoft will be conducted in Fall 2010. Senators were asked to volunteer to participate. The new version, to be implemented in December 2010, will allow waitlisted students to be automatically enrolled in classes when openings occur due to student drops. The cutoff date for automatic enrollment will be determined. IITS has developed a simple printable roll book that is obtained by a single button click in PeopleSoft. The roll book will include permission numbers and may be downloaded to an Excel spreadsheet. Some important information for distance learning courses is currently only available in the paper schedule or through the
distance learning website. The committee is working to make this information more readily available online.

J. **Career and Technical Education Committee**
Sigrid Sexton reported that the Career and Technical Education Committee met and discussed their charge. A chair will be elected at a meeting when a quorum is reached.

K. **Honors Program – Paul Savoie**
No report.

L. **Committee on Committee Memberships**
No report.

M. **Shared Governance Planning Committees**
1. **College Planning Committee**
   Kevin Ryan and David Morse reported that the College Planning Committee developed nine goals based on the Program Plan/Program Review process. Five goals were ranked which will drive the budget. The goals will be forwarded to the Superintendent-President and the Board of Trustees. A survey will be conducted to evaluate the process.

2. **Budget Advisory Committee**
   Winford Sartin reported that the Budget Advisory Committee reviewed the 2010/2011 budget development assumptions and implications. Due to a question regarding the Student Success and Success Center funds, the unrestricted and restricted general fund budgets were also reviewed.

3. **Facilities Advisory Committee**
   No report.

4. **Student Success Committee**
   Shauna Hagemann reported that the Student Success Committee met with LBUSD representatives on Monday to discuss Learning Communities. The success rate of approximately 400 students is being tracked.

5. **Staff Equity Committee**
   No report.

VIII. **Old Business**
A. **Academic Senate Student Award**
   A motion was m/s (Lark Zunich/Adrian Novotny) passed that two awards of $200 each be presented from the Academic Senate; one for a student from Career & Technical Education and one for a student from an academic program. The recipient must have completed two semesters as a full-time student, and may only receive the award once. The awards are based on academic strength. The award will be presented on commencement day.

B. **Grants Advisory Committee Report**
   Dennis Miller, Co-chair of the Grants Advisory Committee, presented an overview of the grants process in the form of a draft document *Grant Development Process and Criteria*, which had been presented to the Grants Advisory Committee by the Office of Grants. One of the main points was that grant applications should align with the stated goals and priorities of the area
applying for the grant. It was suggested that small monetary amounts be requested through the Foundation; however, faculty were encouraged to apply for grants through the established process. The Office of Grants is working to include more information online.

The floor was opened for discussion. It was requested that a list of grants, and the workload of each grant, be published. Faculty may request that information through Kevin Ryan. It was noted that the college must be prepared to continue projects that were promised to be institutionalized when a grant is exhausted.

C. **Old Title V Academic Senate Representative Election**
Lark Zunich was elected Title V Academic Senate representative.

IX. **New Business**

A. **SLO Coordinator & PP/PR Move under Academic Senate**
The SLO Coordinator and the Program Plan/Program Review Subcommittee currently report to the Committee on Curriculum and Instruction. Kevin Ryan reported that Curriculum Committee Chair and the Academic Senate Executive Committee discussed a possible move to the Senate for broader outreach. PP/PR Subcommittee members and the SLO Coordinator are not chosen from Curriculum Committee membership as are the other groups that report to the committee. Senators discussed possible effects of the move. This issue will continue to be discussed in the Senate and Curriculum Committee.

B. **Academic Senate Constitution & Bylaws**
John Downey presented recommended revisions to the Academic Senate Bylaws from the task force. The Senate decided to vote on each section separately. A motion was m/s/u (Kenna Hillman/Phyllis Arias) passed to approve Article 1, Section 6 of the Bylaws of the Academic Senate of Long Beach City College.

The assistant president of the Academic Senate (1) conducts the elections for members of the Senate, department heads, Curriculum Committee representatives, and the voting on any matter referred to the electorate; and (2) appoints the Academic Senate representatives for tenure review committees in consultation with CCA and as the designee of the Academic Senate President.

A motion was A motion was m/s/u (David Morse/Cathy Crane) passed to approve Article 3, Section 1 of the Bylaws of the Academic Senate of Long Beach City College.

Through committees, either joint or separate, the Senate shall engage in collegial consultation with the District Governing Board or such representatives as it may designate. The processes and procedures for collegial consultation shall be governed by the Education Code, Title 5, and any college policies relating to the role of the Academic Senate in shared governance. The appointment of faculty members to serve on college-wide committees, self-study committees, councils or task forces to deal with academic and professional matters, shall be made by the Academic Senate President and in consultation with the Superintendent President via a process determined by the Academic Senate President and be subject to ratification by the Academic Senate.
The recommended revisions will continue to be considered at the next Senate meeting.

C. Committee Membership Nominations
   No nominations.

D. Future Agenda Items
   - 16 Week Calendar
   - Academic Senate Constitution & Bylaws
   - Academic Senate Treasury
   - Direction for Online Honors Courses
   - Eminence in Equivalency Process
   - Physical Threat
   - Propose Increase to Academic Senate Dues
   - Proposed Changes in State College Funding
   - Review Priority for Registration

E. Announcements
   1. Outstanding Colleagues
      Cathy Crane congratulated faculty members Kim Anderson and Julian Del Gaudio, recipients of the Outstanding Colleagues Award.

   2. ASCCC Committees
      David Morse asked senators to consider serving on ASCCC committees—many opportunities are available.

X. Next Meeting
   The next meeting will be held April 30, 2010, 1:00 p.m., at PCC in the Student Center.

XI. Adjournment
   The meeting was adjourned at 3:10 p.m.